

ARTICLE 12. FACILITY SANITATION AND SAFETY

Section 1510. Facility Sanitation, Safety and Maintenance.

The facility administrator shall develop written policies and procedures for the maintenance of an acceptable level of cleanliness, repair and safety throughout the facility. The plan shall provide for a regular schedule of housekeeping tasks, equipment and physical plant maintenance and inspections to identify and correct unsanitary or unsafe conditions or work practices in a timely manner.

Medical care housing as described in Title 24, Section 13-201(c)6 shall be cleaned and sanitized according to policies and procedures as established by the health administrator.

Guideline: It is important to maintain a clean facility. The facility administrator determines what is "an acceptable level" of cleanliness, repair and safety for his/her facility and is responsible for developing policy and procedures to maintain that level. The intent is not that each facility is spotlessly clean all the time, but that the facility is maintained in as clean, safe, and healthful manner as is possible.

A plan for an acceptable level of cleanliness, repair and safety should include:

1. a statement of policy about the environmental health and safety of the facility;
2. designation of the responsibilities and duties necessary to implement the plan;
3. schedules of functions (e.g., daily, weekly, monthly, or seasonal cleaning, maintenance, pest control, and safety surveys);
4. lists of equipment, cleaning compounds, chemicals and related materials used in the facility and instructions on how to operate, dilute or apply the material in a safe manner, and
5. records of self-inspection procedures, forms, and actions taken to correct deficiencies.

Additionally, consideration should be given to general job descriptions, and/or limitations, related to personnel assigned to carrying out the plan. The necessary training for accident prevention and the avoidance of hazards relating to the maintenance of the facility should be provided.

When juvenile work crews are used, additional controls should be implemented to account for all equipment and cleaning materials. Specialized tasks such as changing air filters, cleaning ducts, and facility pest control, are more appropriately handled by a maintenance department or by contract with private firms.

Pest control and eradication is crucial to keeping a facility clean and safe. **Section 1484, Control of Vermin in Minors' Clothing** and **Appendix 5, Lice and Scabies Control**, discuss aspects of this issue. The Health Department, responsible physician, local public health personnel, and State Department of Health Services personnel will be able to provide information and assistance.

Section 1511. Smoke Free Environment.

The facility administrator shall develop policies and procedures to assure that State laws prohibiting minors from smoking are enforced in all juvenile facilities, related work details, and other programs. Policies and procedures shall assure that minors are not exposed to second-hand smoke while in the facility or in the custody of staff.

Guideline: This regulation establishes an expectation that minors will be protected from the effects of secondhand smoke. It requires policy and procedures to assure compliance with federal and state laws, as well as local ordinances.

While state law clearly prohibits minors under the age of 18 from use of tobacco products, a growing body of evidence also points to the adverse health effects of environmental tobacco smoke. While many local ordinances prohibit cigarette smoking in government buildings, additional considerations may be necessary to address other situations in which in-custody minors may come into close proximity with tobacco smoke.